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Approved For Release 2001/11/19 : CIA-RDP78-04718A001800070016-0

DD/s

2 May 1955
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Printing & Reproduct
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12-21-78 35
MEMORANDUM FOR THE RECORD

SUBJECT: Acquisition of a Colorverter and Web-Fed Rotary Press

1. On this date, Mr. Garrison and Mr. [REDACTED] discussed with Messrs. Harrison and Beach of the Joint Committee on Printing, the question of the acquisition of a Colorverter and a Web-Fed rotary press for the [REDACTED] plant.

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2. Mr. Garrison explained that a need for this equipment was the necessity to print large volumes of material on Bible weight paper. He further explained that the nature of the work was such that it was not possible to have it done in any other plant; that the work must be done in the Agency's [REDACTED] plant. The need for the Web-Fed rotary press was further explained by indicating that the printing of such work on our present equipment badly crippled the plant both personnel and equipment wise.

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3. It was explained that the plant is now preparing to print an order of two million copies on Bible weight paper and that this will tie up two presses for a period of five to six weeks. In addition to this, the fact that Bible paper cannot be purchased in colors requires that the Agency be able to do the coloring.

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4. It was explained that the Agency would be willing to buy a used press provided it was no more than five years old and in good condition. It was further stated that the specifications which will accompany the invitation to bid for this press will be minimum specifications which will allow bidders to furnish new or used equipment and either offset or letterpress. The minimum size press will be 11 inch roll and 17 inch cut-off.

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5. Mr. Harrison and Mr. Beach indicated their complete agreement with a need for such equipment so long as the Agency did not permit the work to be done outside of the [REDACTED] plant. Mr. Harrison further suggested that we investigate the possibility of there being a surplus Web-Fed press available. He suggested that we contact GSA, Department of the Navy, and the Department of the Army for this purpose.

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Signed

[REDACTED]

APPROVED:

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13/ L. K. White

13 MAY 1955

13 MAY 1955

Deputy Director (Support)

Date

for Director of Logistics

Date

DS 55-245

S-R-C-R-E-T

DD/S NOTICE NO.

April 1955

APPOINTMENT OF A PRINTING OFFICER

1. In meeting printing requirements and working out printing programs, the Printing and Reproduction Division, Office of Logistics, is called upon to resolve many non-technical matters such as priorities, schedules, etc. This places an undue burden on this Division and frequently requires overtime which, in many instances, probably could be avoided. It is believed that this burden can be minimized and more orderly production of printing effected by the designation of a DD/S Printing Officer to be responsible for the coordination of DD/S printing programs.

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2. Mr. [REDACTED] of the Management Staff is hereby appointed, effective immediately, Printing Officer for the Deputy Director (Support) offices. In this capacity, Mr. [REDACTED] will coordinate DD/S printing programs and problems with the Printing and Reproduction Division and the DD/S offices, and specifically will:

a. Review and approve proposed major DD/S publications and printing programs prior to their submission to the Printing and Reproduction Division.

b. Determine the priority on DD/S printing when so requested by the Printing and Reproduction Division.

c. Advise the DD/S offices and the Printing and Reproduction Division on printing programs and problems, particularly problems common to several DD/S offices.

3. The designation of a DD/S Printing Officer will in no way affect the responsibilities or functions of the Printing and Reproduction Division and will not change the method of submission of routine printing requests to the Division. As heretofore, these will be submitted directly to the Printing and Reproduction Division. Major or unusual requests or programs referred to in 2.a. above will be submitted to or discussed with the DD/S Printing Officer.

Document No.	9
No Change in Class.	X
11 Declassified	
Class. Changed to: TS	88
Next Review Date:	
AMM:	RP 70-3
Date:	12-21-78
By:	35

SIGNED

L. K. WHITE
Deputy Director
(Support)

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S-R-C-R-E-T

20 April 1955
9:25 a.m.

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Mr. [REDACTED] dictated the following information to me over the phone:

The purpose of this assignment is to provide for the coordination of the printing programs and problems of the DD/S offices. The person thus designated will:

- a. Approve new DD/S publications and printing programs prior to the submission of material to the Office of Logistics for printing.
- b. Determine priorities on DD/S printing when requested to do so by the Office of Logistics.
- c. Serve as a point of contact with which the Office of Logistics can discuss problems of common concern to several DD/S offices.
- d. Serve the Office of Logistics in an advisory capacity on all matters pertaining to DD/S printing programs and problems.

mrp